

## Winchester Electoral Board Minutes

March 25, 2021

### Office of Elections & Voter Registration

**Present:** Ms. Elson, Secretary, Mr. Lukens, Chair, Ms. Tufts, Vice-Chair, and Ms. Martin, Director of Elections/General Registrar.

Meeting Called to order by Geoff Lukens, Chairman at 3:41 pm.

Feb. 5, 2021 meeting minutes were approved.

### **Old Business:**

#### Minimum Security Standards - MMS

#### Locality Voter Registration System Security (VRSS)

MMS and VRSS were updated by Steve Barb, IT Department for the City of Winchester, and guidance from Liz Martin.

Liz will send to the Dept. of Elections stating that the City of Winchester is in compliance with the Commonwealth's current MMS.

### **New Business:**

- 1) Ballot Ordering for June Primary.
- 2) L & A Testing will be April 20th and Early voting will start April 23rd
- 3) How many Officers of Elections will we need for Early Voting?

Liz recommended starting with 3 O.E.'s and see if we have more voters on one day than the next. We can start heavy and then cut back. Just not sure of the turnout for the Primary.

- 4) Voting Equipment Custodians:

The first part of the law states:

24.2-632 States that for the purpose of programming and preparing voting and counting equipment including the programming of any

electronic activation devices or data storage media used to program or operate the equipment, and maintaining, testing, calibrating, and delivering it, the electoral board and general registrar shall employ one or more persons, to be known as custodians of voting equipment.

For example: The law states: Whenever the presence of an electoral board member or general registrar and custodian is required by the provision of this title, the same person shall not serve in both capacities.

We will implement 24.2-632 for L&A Testing.

5) VSSP - Voting System Security Plan -

The Registrar and Electoral Board will need to review this before the next meeting. Revisions will need to be made. This will be discussed in a closed session at the next meeting.

6) General Registrars Updates:

All emails from Liz Martin should go directly to the City Attorney not through the City Manager.

Civil Penalties are becoming Laws

How to pay staff for early voting?

No guns in the polling places. Need to address before April 23rd to Officers Of Election before Early Voting.

L & A Testing will be Tuesday, April 20, 2021

Meeting Adjourned at 4:37 pm.

Next Meeting TBA

Respectfully Submitted,

Joanna P. Elson, Secretary on The City of Winchester Electoral Board

